

ENVIRONMENTAL HEARINGS OFFICE

Minutes of Meeting June 13, 2006

The June 2006 meeting was called to order by Chair Bill Lynch in the Boards' office in Lacey, Washington. Present were Chair Bill Lynch and Board Members Kathleen Mix and Andrea McNamara Doyle; Administrative Appeal Judges, Phyllis Macleod, Kay Brown, and Cassandra Noble; Administrative Manager Robyn Bryant, Hearings Coordinator Judy Greear and Administrative Secretary Debbie Joblonski. Minutes of the May meeting were read, edited and approved.

Handouts were distributed for review for the month of May, which included the pollution, shoreline, forest practice, hydraulic, and environmental and land use appeals filed, a brief summary of all cases that have closed, and the Case Statistics Report.

Appellate Update

Chair Bill Lynch reported that PCHB No. 05-154 Magnum Trailers v. Ecology was appealed to Whatcom County Superior Court. Mr. Lynch also reported that Michael Fort v. Ecology was affirmed by Okanogan County Superior Court.

Since superior courts are going to computer imaging, all documents, including exhibits, need to be 8 ½ x 11. If there are oversize exhibits we will also need a reduced size copy of the exhibit in the event the case is appealed to superior court. Mr. Lynch will work on a sentence to put into the pre-hearing order reflecting the exhibit size.

Agency Retreat

Chair Bill Lynch distributed an agenda for the agency's retreat which will take place June 20th and June 21st at the Organic Farm House on the Evergreen State College campus. The agenda was discussed and edits made to it. The retreat will review the complete appeal process, ensuring a quality work product, reviewing the roles of each person, and determining if those roles need to be rearranged. Judge Macleod will make the edits to the agenda and distribute.

Financial Report

Robyn Bryant reported that the agency's budget continues to show a surplus. We have ordered new cupboards for the printers in the open area and plan to have the web page updated to be more user friendly.

Risk Management

Robyn Bryant brought to our attention that our passwords need to be changed on a regular basis. We will discuss further at the July 2006 meeting.

Also everyone needs to take the Defensive Driving course and watch the IT Security video. Ms. Bryant will register Andrea McNamara Doyle and Debbie Joblonski for these courses.

Building Update

Robyn Bryant reported that she will check with the property managers on the ability to have the carpets shampooed and the windows cleaned. Ms. Bryant will set up a meeting with the property managers and the Department of General Administration to discuss having items in the building fixed in a more timely manner.

Good of the Order

The meeting was adjourned at 11:30 am.

Debbie Joblonski
Administrative Secretary